

Maryland Department of Budget & Management

PARRIS N. GLENDENING
Governor

Office of Personnel Services and Benefits

FREDERICK W. PUDDSTER
Secretary

T. ELOISE FOSTER
Deputy Secretary

February 9, 2000

Re: Solicitation No. F10R0200220 - Claims Audit Services

To All Prospective Vendors:

Attached are the following:

- 1) Amendment 1 to the Requests for Proposals (RFP) for Claims Audit Services;
- 2) Acknowledgment of Receipt of Amendment 1;
- 3) Summary Report of Vendor Questions and State Responses to Written Questions Submitted;
- 4) Summary of the Pre-Proposal Conference of January 28, 2000
- 5) Attendance Sheet of the Pre-Proposal Conference of January 28, 2000
- 6) *Vendor list
- 7) 1999 Plan information.

If the vendor chooses to submit a proposal in response to this RFP, the Acknowledgment of Receipt must be signed by the vendor and submitted with the technical proposal.

Thank you for your interest in this solicitation.

Sincerely,

Joel Leberknight
Procurement Officer

cc: Gladys Gaskins, Director of Employee Benefits

*(**note:** vendors can download the RFP from the DBM website without telling the State and can submit a proposal, or request a copy of the RFP subsequently to the State sending out the requested list. Therefore, this list is not necessarily the final proof of potential offerors).

AMENDMENT 1

REQUESTS FOR PROPOSALS (RFP) CLAIMS AUDIT SERVICES

Solicitation No. F10R0200220

This Requests for Proposals is amended as follows:

X The ANotice to Offerors@ under Proposal Number: Solicitation No. was left blank.

Modification:

- **The Solicitation No. is F10R0200220.**
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X On Page 5 of the RFP under Section 1.5 Proposal Due (Closing) Date: The second line and the sixth line of the paragraph notes the Proposal Due (Closing) Date as, Tuesday, February 18, 2000.

Modification:

- **February 18, 2000 is a Friday and not a Tuesday. Therefore, this section is changed to read Friday, February 18, 2000.**
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X On page 10 of the RFP under Section 2. Offeror Qualifications - The second sentence reads, AOfferors must clearly state and demonstrate with the Executive Summary of their proposals that they satisfy each qualification and provide reference to the page number in their proposal where such evidence can be found.@

Modification:

Add Ain@ to the word Awithin@ in the first line and the sentence should read:

- **The sentence should read, AOfferors must clearly state and demonstrate within the Executive Summary of their proposals that they satisfy each qualification and provide reference to the page number in their proposal where such evidence can be found.@**
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- X On page 10 of the RFP under Section 2. Offeror Qualifications - The third sentence of the first paragraph reads, AThe qualifications are applicable to the primary offeror and any subcontractors used by the offeror or primary functions under the Scope of Work.@

Modification:

Add the letter Af@ to the word Aor@ in the third line which should read:

- **The sentence should read, AThe qualifications are applicable to the primary offeror and any subcontractors used by the offeror for primary functions under the Scope of Work.@**
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- X On page 31 of the RFP under Section 4.1 Evaluation Criteria - the first paragraph, last sentence reads, AIn evaluating the proposals, technical merit will have greater weight than financial.@ A sentence needs to be added after that sentence.

Modification:

- **Add the following sentence to the end of that paragraph, AThe following criteria is listed in descending order of importance.@**
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- X In response to written questions received we are including the 1999 Plan information.